



**MINUTES
REGULAR COUNCIL MEETING
November 6, 2019 / 6:00 pm**

- **CALL TO ORDER:** 6:00 PM
- **PLEDGE OF ALLEGIANCE**
- **ROLL CALL-** Martell, Spanjers, Bissen, Pfiffner, Walsh
- **ACTION TO CHANGE AGENDA:** Add Payment to 7 Rivers Surplus, Jeff Langen, Michael Martell, Al Kirchoff Add 8.4
- ACH Auto Payments

1. Consent Agenda: Motion made by Spanjers, Second by Martell. Aye: Martell, Spanjers, Bissen, Walsh. Abstain: Pfiffner

All items listed under the consent agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

1.1 Minutes:
Oct 1, 2019

1.2 Bills Payable Through: Oct 31, 2019

1.3 Consolidated Balance Sheet Oct 31, 2019

2. Water/Waste Water/City Engineer Report:

2.1 Wastewater Treatment Plant Energy Efficiency Report: Matt Vetsch provided an Energy Efficiency Assessment which was conducted by the Minnesota Rural Water Association. The recommendations included adding a timer to the air blowers, replacing aeration motors with VFD's, and updating lighting to LED's. The estimated cost is \$26,817 and the City would recover the cost over 4.5 years. Spanjers asked if the cost of the upgrades would be the actual final cost. Vetsch said it was just a rough estimate by MN Rural Water Association and suggested having someone come in and provide a real estimate. The Council agreed and suggested going ahead and requesting quotes for the Energy upgrades and at that time, they would decide to move forward with any upgrades. Vetsch also discussed the hauling of the type 4 bio-solids. They washed out and inspected the harvester and discovered the 2 bars at the bottom of the harvester needed repairs and were replaced.

3. Library/City Hall/City Center Report: Barb Bissen was happy with the turnout of the Ancestry Event held at the City Hall on October 31st. She also discussed the need for some help through the MET program. They are hoping to be able to work to fill the position in December.

3.1 Sign at City Center: Vetsch provided an estimate and image of a 40" x 75" sign designed by Gforce Wraps. There have been several occasions where different people both from the community and from outside the community have had a hard time finding the City Offices and the sign would help direct individuals to the proper location. The quote included the sign that would be replaced down at Como Falls. The sign at the City Center would cost \$800, and the sign at Como Falls would cost \$400 but would include the 75/25 split. Martell made a motion to purchase both the sign for the City Center and Como Falls from Gforce Wraps. Second by Pfiffner. Aye: Martell, Spanjers, Pfiffner, Walsh. Nay: Bissen.

4. Police Dept./City Attorney Report:

4.1 HSEM-July 2019 Rain Event: Chief Schuldt provided an update on the funding for the 2019 rain event. The sewer pipe located on Potters Alley and the area at Como Falls has been approved for funding and the City has 18 months to complete the repairs. Chief Schuldt will be working with Clerk Martell to get the paperwork processed. Councilman Bissen asked if Green Acres Excavating had submitted an invoice for the work done at Como Falls Park after the 2018 damage. The City personnel were not aware of any invoice submitted. Bissen was going to follow up with Tommy Bernsdorf. Chief Schuldt also discussed the sale of the old squad car and the purchase of the new squad car. The equipment was removed from the old car before it was sold and eventually the camera system will need to be switched out in the new car as it is a newer camera. The new car will need new tires, and Tri-State is working to order the tires from Good Year through a state bid.

5. Streets / Maintenance Report: Matt Vetsch informed the Council that Houston County notified him that the City could no longer take the sand/salt from the location in Hokah. Hokah would need to transport their sand from Caledonia and store it at our own location. They would like the City to take enough loads to cover the winter season and they will be billing for the amount taken. There was a discussion about different options. The Council recommended

adding on to the current structure to make it large enough to hold 4-5 loads

- 5.1 Shop Equipment: Matt Vetsch requested the purchase of a new stand up air compressor and a tool box. He would like to use funds received from A-1 pumping for septage disposal. The cost of the compressor is \$499 and Vetsch estimated the cost of a tool box to be approximately \$1,200. Martell made a motion to purchase an air compressor and a tool box using the money from the sewer sales account. Second by Spanjers. Unanimous
- 5.2 Plow Truck: Vetsch discussed the opportunity to purchase a 2005 Peterbilt plow truck which is available at River States Truck and Trailer. The price was \$39,900. Vetsch noted that the plow truck owned by the city currently could last a couple more years but it is getting older and they are starting to have problems. Councilman Martell discussed the problems the City has been having over the last couple years and the constant repairs needed. The Council had a discussion and it was decided the City would not purchase the new plow truck at this time.
- 5.3 Nancy Von Arx Culvert: The culvert on 5th street continues to have issues. They continue to fill the hole and they are having trouble washing away. He feels that there is a hole in the pipe. They could either buy a plastic piping or line the culvert. If they installed the plastic pipe, the cost of materials would be \$4,500. Vetsch said it would be important to complete the repair by this spring, but it is nothing that needs to be done at this time. Vetsch asked the Council to keep the project in mind.

6. **Recreation Board Report:** None

7. **Planning Commission / Zoning Report:** Pfiffner discussed the Zoning Committee meeting held on November 4th. The Zoning committee was notified that a property on Main Street did not have a permit posted and there was construction of a structure which included a concrete floor, walls and a roof. The property belonged to Councilman Bissen and was located at 43 Main Street. The Council discussed the need for a permit application prior to construction so that all requirements could be reviewed. The Council also stated that it is especially important that a member of the Council who is aware of the Zoning Application process should follow the proper procedures. Bissen stated that he would complete a zoning application. The Council noted the importance of the Council setting an example to the Community. There was also discussion of a zoning fill application that had been requested by Bissen previously and was denied. The question was asked if fill was being brought in, and the City had been informed by the DNR that if the proper fill procedures were not followed, the City could be in jeopardy of losing their flood insurance. Mayor Mike Walsh stated that he would follow up with Nicole at the DNR.

8. **New Business:**

- 8.1 MN DOT Proposed Snow Removal Agreement: The City received a notice that MNDOT would be changing their payment procedures for plowing Main Street. In previous years the state would pay the City for hours recorded and in 2018/19 the city was paid \$11,000. Moving forward MNDOT will pay a maximum of \$2,880 for 2019/20 based on a calculation of the area plowed. There would be a 3% increase each year to the maximum amount allowed over the next 5 years. Martell made a motion to table the discussion. Second by Pfiffner. Unanimous.
- 8.2 Fire Truck: Matt Vetsch provided the new fire truck quote and spec information. The 4 townships would cover 50% of the cost of the Truck which total cost is \$325,000. Mayor Walsh discussed the impact the fire rating could possibly have on property insurance if the City did not upgrade to a new Fire Truck. Members of the fire department were in attendance and discussed the feature of a top mount which would be approximately \$40,000-\$50,000 above the current quote. The Council requested the Fire Department to bring the final bid and include the equipment that would be eliminated.
- 8.3 Delinquent Utility Account Assessment: Clerk Martell provided a list of delinquent utility accounts that have a balance over \$500. A letter will be sent to the account holders and they have until December 1st to pay their balance or the information will be sent to the County and the balance will be assessed on their property taxes. Martell made a motion to adopt the delinquent roll. Second by Pfiffner. Unanimous.
- 8.4 ACH Auto Payment: Clerk Martell recommended adding the ACH file processing through Merchants Bank for individuals to pay their utility bills as Municpay will offer auto pay, however, the system does not speak to Banyon. The Council agreed to go ahead with offering auto pay through Merchants Bank.

9. **Old Business:**

- 9.1 MN Basic Code: No new discussion.

10. **Council Member's Comments/Community Input:**

Martell: None
Spanjers: None
Bissen: None
Pfiffner: None

11. **Mayor's Comments:** Meet the Mayor – October 16th.

- 12. **Staff Correspondence:** LMC Loss Control Visit – October 16th. Clerk Martell provided a summary of the meeting with the LMC Loss Control and provided a list of recommendations and suggestions.
- 13. **Correspondence Received:** Clerk Martell provided an invitation to the Mayor and Council for the Memorial Dedication at the Veterans Park
- 14. **Announcements:**
- 15. **Next Council Meeting**

15.1 December 3, 2019 6:01 PM

15.2 Truth in Taxation Meeting December 3, 2019 6:00 PM

16. **Items for next Agenda:** Energy Efficiency Assessment, MN DOT Snow Removal, Fire Truck, MN Basic Code

17. **Adjournment:** Motion to adjourn by Bissen, Second by Spanjers. Unanimous. 7:52 PM